



STATE OF WASHINGTON
OFFICE OF ADMINISTRATIVE HEARINGS
2420 Bristol Court SW • PO Box 42488 • Olympia, Washington 98504-2488
360-664-8717 • FAX 360-664-8721 • www.oah.wa.gov

Request for Public Records

Name: _____

Address: _____

Phone: _____ Date of Request: _____

Type of Request (please circle one): Review in person Mail Copies Pick up copies

Please give a brief description of the public record you are requesting:

Public records are available for inspection at no charge during regular business hours (8:00 a.m. to Noon and 1:00 p.m. to 5:00 p.m. Monday through Friday, state holidays excluded). The Office of Administrative Hearings charges a fee of fifteen cents per page of copy for providing copies of public records or for the use of the agency's copy equipment, plus postage at actual cost.

Pursuant to RCW 42.56.210, the Office of Administrative Hearings reserves the right to deny a public records request. We also reserve the right to delete identifying details when making a public record available when there is reason to believe that disclosure of such details would be an invasion of personal privacy protected by chapter 42.56 RCW. The public records officer must justify any denial in writing. To appeal a denial, please see WAC 10-04-080 and RCW 42.56.520 and RCW 42.56.550.

Pursuant to RCW 42.56.070(9), we are not authorized to provide public records consisting of a list of individuals for a commercial use.

For more information, please contact the OAH Public Records Officer at (360) 664-8717.

Mail this form to:

Office of Administrative Hearings
Attn: Public Disclosure Officer
PO Box 42488
Olympia, WA 98504-2488